

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
DIVISION OF COMMUNITY AFFAIRS**

**Multifamily Housing Program**  
1800 Third Street, Suite 390-5  
P. O. Box 952054  
Sacramento, CA 94252-2054  
(916) 323-3178  
FAX (916) 445-0117



February 25, 2003

**Corrections to:****Multifamily Housing Program (MHP)  
2002-03 Funding Round I  
Application and Excel Worksheet**

HCD issued an Application for the MHP 2002-03 Funding Round I. The Application contains the following errors:

- ? On page 1, the street address to the Multifamily Housing Program “1800 Third Street, Room 390-5, Sacramento, California 95814” should be inserted after the P.O. Box address.
- ? On page 2, “Acting Deputy Director” should be removed from William J. Pavão’s title and replaced with “Deputy Director.” Also, Rick Gadberry and Shari Gueffroy e-mail addresses should be corrected to “[rgadberr@hcd.ca.gov](mailto:rgadberr@hcd.ca.gov)” and “[sgueffro@hcd.ca.gov](mailto:sgueffro@hcd.ca.gov)” rather than [rgadberr@hcd.ca.gov](mailto:rgadberr@hcd.ca.gov) and [sgueffroy@hcd.ca.gov](mailto:sgueffroy@hcd.ca.gov).
- ? On page 13, Item A 4 instructions should indicate “seven banking and business references...” rather than five.
- ? On page 19 and 20, Item B 5 options for Form of Legal Entity should indicate “Limited Liability Company” rather than Corporation.
- ? On page 34, Item B 17, Part 2, Section 2 under the column named SERVICE PROVIDER, the instructions should indicate “If available, attach signed contracts...”
- ? On page 36, Section 2, the word “Affiliated” should be changed to “Previous.”
- ? On page 38, the section containing the first **Note** should indicate “...TCAC Regulations in Section 10325(e)(8)(E)(F).” rather than Section 10325(d)(8)(e) and (f). In the same Note, the first letters in “...participating jurisdiction.” should be capitalized. In the second **Note** which is on pages 38-39, the whole paragraph should be changed to:

**NOTE:** If the project has a project-based rental subsidy, provide 4 pro formas as follows:

- ? Original rent restrictions and HUD Section 8 Subsidies.
  - ? Without rent subsidy, and rents raised to the MHP Reg. Limit.
  - ? Original restricted rents and subsidy with one-time transition reserve collected.
  - ? Original rent restriction and transition reserve in years 1 and 2, with rents raised to 50% of AMI thereafter.
- 
- ? On page 47 and 48, Item C 7 instructions should indicate “...the commitment must be an enforceable commitment as described on page 38 (C7).” rather than page 34.

- ? On page 51, Item C 8 (3 of 3) Notes located at the bottom of the table should indicate "...Section 7313..." rather than Section 7314. Also, "Syndication costs may not be included as a project cost." should be deleted.
- ? On page 52, Item C 9 (1 of 2) should contain a new column (on the right side of column (G)) entitled "(H) Designate as SH if Supportive Housing Units or SNP if Special Needs Population Units."

HCD also issued an Excel Worksheet for the MHP 2002-03 Funding Round I. The Excel Worksheet contains the following errors:

- ? Item C 7 instructions for Construction Financing and Permanent Financing should indicate "...the commitment must be an enforceable commitment as described on page 38 (C7)." rather than page 34.
- ? Item C 8 (1 of 3) Notes located at the bottom of the table should indicate "...Item C 14 and C 15..." rather than only Item C 14.
- ? Item C 8 (3 of 3) Notes located at the bottom of the table should indicate "...Section 7313..." rather than Section 7314.